

## DIRECTOR'S REPORT December 18, 2017

Since last month I have been busy with the Annual Report, as well as other projects. My other projects involve catching up with my professional reading. I have been in constant contact with the MCLS personnel about their reports and answering as many questions as I can. As I write this, I am looking forward to the Strategic Planning Committee day on Friday, December 15. I will be taking some vacation days to spend with my visiting family the rest of the month.

The great news for me has been the snow!

Submitted by Linda Lyshol



## ASSISTANT DIRECTOR'S REPORT December 14, 2017

- Square, the service we use for all of our cash registers, has a facility to take donations from the web. We have set this up and are now taking donations at <a href="https://www.BranchDistrictLibrary.org/donate">https://www.BranchDistrictLibrary.org/donate</a>. We inserted this bit into the annual donation letter before it went out.
- In an effort to streamline our social media presence and make it easier on librarians and patrons alike, we have consolidated the 7 Facebook pages we maintained down to 1. All "likes" from the 6 pages that vanished were transferred to the newly unified page, so we now have the potential to reach more than 2600 people per post.
- To aid the Strategic Planners from MCLS, I re-ran hundreds of monthly reports to add another 24 months of accurate stats to our monthly statistical report. For most of the ~55 categories I currently track, we can now go back to 2012. In addition, I have added several more tables to track new things, and generally reorganized the presentation of the data based on feedback during this process, and from Martha's questions last month. I hope this new presentation is an improvement. I will be continuing to make changes to the report in the coming months.
- On December 1, 2017, I responded to a formal Freedom of Information Act request from Dorothy Cherry. The request was routine and granted in full for no fee.

Submitted by John Rucker



## DIRECTOR OF PUBLIC SERVICES December 2017

- Attended a Collection Development Webinar
- Strategic Planning: BDL took the Strategic Planning Survey to the streets at several community locations including: Anderson Elementary (Bronson) for parent math night, Family Fare (Coldwater) and Union City Elementary conferences. We were able to offer the surveys both in paper and electronic form due to the new iPads purchased for the library. This was also a great opportunity to hear general library feedback and field questions from those communities.

Submitted: Kimberly Feltner Director of Public Services



## TEEN SERVICES LIBRARIAN REPORT December 2017

Winter is technically still a few days away, but the snow is here! The Teen Services Department loves snow, the holidays, and all the things that come with it. For this holiday season, we have several things that we are very excited about. We are having two specialty programs at 5 of our 6 branches, we're inviting the teens to participate in a charity, and we're preparing for the new year and all the new programs that will debut with 2018!

We wrapped up our November "30 Days of Thankfulness" challenge and we had approximately 25 teens participate, but only 2 finished. Those 2 teens, (Coldwater and Union) received a Kindle Fire for their accomplishment.

This month we are having two specialty holiday programs! The first, a Gingerbread House build, (in all branches but Algansee) is something that the teens and Teen Services Department is especially excited about. We will also be throwing a "Merry Grinchmas" party with Whoville-esque decorations, Grinch themed snacks and drinks, and of course, with the movie! This will also occur in the same 5 branches.

Lastly, (and most importantly) the teens have been encouraged to participate in an Angel tree this year for the charity of the Teen Advisory Councils choosing. This year TAC has determined that Erin's Angels Rescue out of Quincy is the recipient. We have items needed by the 501c3 rescue that teens are able to take from a tree and the council is incredibly excited about it. They are also hosting a bake sale at the Coldwater branch on Saturday, December 16 from 9-3. All proceeds will go towards the evergrowing vet bill that Erin Gilbert (founder) has incurred with her rescuing.

